

**FREMONT PLANNING BOARD**

**April 26, 2006**

**Meeting Minutes**

**Approved May 10, 2006**

Present: Chairman Larry Stilwell, Selectman Peter Bolduc, Leon Holmes, Jr., Mark Pitkin, Mbr. & Conservation Commission rep. Jack Karcz, Alt. Roger Barham, Building Official Thom Roy and Rec. Sec. Meredith Bolduc.

Mr. Stilwell called the meeting to order at 7:30 p.m.

JON BENSON

Informational

Map 3 Lot 037

At 8:00 pm Mr. Benson met with the Board to relate that he is contemplating leasing the former Fremont Fire Station building for the purpose of operating his driving education school and is seeking information from the Board on what is allowed. He asked whether he would need to go through Site Plan Review. He added that this would be on a temporary basis until February of 2007 when another unit at Cooper's Corner is supposed to become available to him. Mr. Stilwell noted that there can be no parking in front of that building and Mr. Benson stated that would not be a problem as there is a parking area behind the building. Mr. Roy noted that Mr. Benson is proposing a use of less impact than the approved use of light manufacturing. Mr. Benson stated that he would be at the site approximately 3 times a week for 2 hours each time.

The Board agreed that the use Mr. Benson is proposing for the building would not trigger Site Plan Review. It was, however, the consensus of the Board that, if the building is to be leased, crosswalk lines and a "crosswalk" sign are required to be added at the area of the crosswalk and "no parking" signs in place for the front of the building. Mr. Wilder will be notified of these conditions.

Mr. Benson stated that a Realtor has someone who is interested in sub-leasing the other side of the building for the purpose of parking a vehicle(s) overnight in the right side of the building. Mr. Roy stated that would be called a garage and the building is not approved for a garage. Mr. Stilwell stated that the State required the road improvements on Rt 107 in the front of the building be done for a deceleration lane and that the front doors of the building cannot be used on a regular basis.

Mr. Benson thanked the Board and left the meeting at 8:25 pm.

WORK SESSION

RPC Targeted Block Grant

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Mr. West reported, via a phone conversation today with Mrs. Bolduc, that the cost for RPC to do the Capital Improvements Program (CIP) update for Fremont is estimated at \$4,500, half of which would be covered by the Targeted Block Grant (TBG) if it is awarded. There was also a general conversation relative to using the TBG for Master Plan chapter updates.

The Board received and reviewed an April 19, 2006 correspondence from Glen Greenwood of RPC announcing the availability of the (TBG), a matching grant program with detail as follows:

- The grant program is a 50/50 matching program. Must be budgeted funds and available as of July 1, 2006.
- Grant awards are \$1000 to \$3000 and can be used only for RPC planning assistance
- The project must be completed by June 30, 2007
- Application must include a cover letter and completed application form denoting the project details, work tasks, work products, total project cost, source of local funds and local contact person.
- Applications must be received by RPC on Friday, June 2, 2006.

It was previously determined that there is \$3,000.00 budgeted for matching grants.

Mr. Holmes made the motion that the Board apply for the TGB for use in updating the CIP and as many Master Plan chapters as our appropriated funds will allow.

Motion seconded by Mr. Karcz with unanimous favorable vote.

Mr. Bolduc questioned what RPC would charge to update the CIP annually, stating that this information would give the Board an idea as to what needs to be budgeted. It was agreed to request that information from Mr. West.

## CIP and Impact Fees

Mr. Stilwell presented a sample letter and worksheet which was used for the October 2005 capital purchases, project expenditures and supporting information. He noted that, as stated in the letter, the Town must have a comprehensive listing of capital purchases, for capital improvement projects anticipated for the next 6 years. For the purposes of preparation of the Fremont CIP, a capital improvement project is defined as a major, generally non-recurring expense of \$5,000 or more which falls in the following categories:

- Purchase of land for public purposes
- Purchase, construction, or rehabilitation of a municipal building or facility
- Construction of roads, drainage facilities or similar projects
- Preparation of studies or architectural/engineering plans relative to the above
- Purchase of vehicles
- Purchase of equipment with a life expectancy of over five years

Mr. Stilwell stated that categories that need to be added to the letter include, but are not limited to:

1. the Town's responsibility of the portion of the high school bond.
2. public safety
3. expansion of a municipal building ( modify #2)

Mr. Stilwell stated that the next department head letter will come from the Planning Board rather than Rockingham Planning Commission and will be drafted by Mr. West, Mr. Stilwell and Mrs. Bolduc. He added that there will be

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a collective meeting scheduled for a roundtable discussion relative to overall projected growth impact and how that impact will affect each town department.

Projected growth was discussed. Mr. Barham presented an “Annual Population Change, Historic and Projected” graph done by the NH Office of Energy & Planning using the US Census data. This graph showed the annual population change in both numbers and percentages. He also presented bound copies of the 2005 Municipal Population Projections, 2005-2025 also prepared by the OEP. He cautioned that when using the state numbers you get a trend and the census numbers can be used for projection. The Board reviewed and discussed both documents. The members agreed to 5000 as an estimated population number by the year 2010 and 40 percent of that increase from today’s estimate would be age 55 and over.

Mr. Roy suggested that the Board request the school to provide their own capital improvements calculations. Mr. Barham stated that the Board needs to be aware of what basis the school uses for their calculations to be sure that it is not from a source different than that of the Boards. There was a general conversation relative to impact fees and when to access them was discussed.

## MINUTES

Mr. Karcz made the motion to approve the minutes of the April 19, 2006 as written.

Motion seconded by Mr. Holmes with unanimous favorable vote except for Mr. Pitkin who abstained as he was not present at that meeting.

## CORRESPONDENCE

1. April 25, 2006 ZBA decisions for Erin Michaud, 55 Andreski Drive, Map 2 Lot 156.1.21 and for Shawn Senter, 145 Whittier Drive.
2. April 25, 2006 odor complaints relative to Seacoast Farms logged by Thom Roy, Building Official, one at 9 am and one at mid afternoon. Mr. Pitkin also reported an odor problem during the afternoon of that date.
3. A copy of an April 21, 2006 correspondence from the Selectmen’s office to SEA Consultants relative to the receipt of a \$1000 escrow amount received for the Mill Pine Village Project (Dakota Drive connection)
4. A copy of an April 21, 2006 correspondence from the Selectmen’s office to Chris Frey of Lewis Builders relative to additional escrow funds required
5. A copy of an April 21, 2006 NHDOT driveway application for Matthew White, Map 4 Lot 14-1 on Beede Road
6. A copy of an April 25, 2006 correspondence from the Selectmen’s office to Donna Dickie, Saugusbank relative to the receipt of an updated Irrevocable Letter of Credit for John Wilder, Cooperage Forest Subdivision/Coopers Corner Project – Map 3 Lot 037.

Mr. Stilwell reminded the Board of the May 2<sup>nd</sup>, 6 pm site visit at the Currier property. The site visit will be noticed and all Land Use Boards will be notified.

Mr. Bolduc made the motion to adjourn at 9:45 pm.

Motion seconded by Mr. Karcz with unanimous favorable vote.

Respectfully submitted, Meredith Bolduc